



**CLARK COUNTY
DEPARTMENT OF PARKS & RECREATION**

2601 E Sunset Road
Las Vegas, NV 89120
(702) 455-8200

www.ClarkCountyNV.gov

Part-Time Employment

For the position of: Program Assistant – Pre-School

Location: Parkdale Community Center

Contact: Jana Bruner, Recreation Specialist, Jennifer Lloyd, Recreation Program Supervisor
3200 Ferndale Street, Las Vegas, NV 89121
(702) 455-7517 Phone/ (702) 455-8741

jana.bruner@clarkcountynv.gov

SALARY

\$8.25 - \$9.00 Hourly

OPENING DATE: February 28, 2014

CLOSING DATE: Until Filled

ABOUT THE POSITION:

This position will design, lead and implement activity plans for various classes such as art, science, cooking and/or exploring. Activity plans must provide a description of class and a list of supplies needed. The instructor will be responsible for supervisor of children ages 3-5 years old. Part-time employment will not lead to permanent employment. Part-time hourly employees are used to fill positions normally less than twenty (20) hours per week. Part-time employees do not receive benefits.

OF VACANCIES: 1

MINIMUM REQUIREMENTS

Education and Experience: At least one year experience working with children in a classroom or recreation program setting with children ages 3-5 years old.

Preferred Qualifications: Applicant must possess, or be willing to obtain, a current Child CPR & First-Aid certification.

Licensing and Certification: None

Working Conditions: This position may work day, evenings and/or weekends.

Background Investigations: Employment is contingent upon the results of a background investigation.

APPLICATION PROCESS:

Applications can be picked up at any Parks & Recreation facility or can be downloaded at <http://www.clarkcountynv.gov/Depts/parks/Documents/Employment/part-time-employment-application.pdf>

Clark County Is An Equal Opportunity Employer

04/09